


DD/A Registry
File Security 4-1

10 DEC 1975

MEMORANDUM FOR: Director of Personnel
THROUGH : Deputy Director for Administration
SUBJECT : Office of Security Freedom of Information
Act (FOIA) Task Force
REFERENCE : Memo to D/Pers fr D/Sec, dtd 11 Aug 75,
same subject (OS 5 6481)

1. This memorandum is for your information.
2. Reference approved the payment of overtime to personnel in grades GS-12 through GS-14 for production work in connection with the processing of FOIA requests subject to the understanding that the authorization would be reviewed periodically and would be terminated when the FOIA workload permitted.
3. The special overtime authorization approved in reference has not been used by us since 17 October and based on our experience since that time, we now believe that we will be able to process FOIA requests without resorting to special overtime payments. In view of this, we now consider the special approval granted in reference to have been terminated.


Robert W. Gambino
Director of Security

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11 AUG 1975

MEMORANDUM FOR: Director of Personnel

THROUGH: Acting Deputy Director for Administration

SUBJECT: Office of Security Freedom of Information Act (FOIA) Task Force

REFERENCES: (a) Memo to D/Pers fr D/Sec, dtd 9 May 75, same subject (OS S 2612)

(b) Memo to D/Pers fr D/Sec, dtd 26 Jun 75, same subject (OS S 3951)

1. This memorandum contains a request in paragraph 3 for the concurrence of the Acting Deputy Director for Administration and the approval of the Director of Personnel.

2. References approved the payment of overtime to personnel in grades GS-12 through GS-14 for production work in connection with the processing of FOIA requests. Despite the fact that we have assigned as many as 24 full-time employees to this activity, and have applied substantial amounts of overtime work, the persistent influx of new requests has resulted in a current backlog of almost 600 cases. The continuing volume of FOIA activity, together with the non-availability of additional personnel ceiling to increase the permanent FOIA staff suggests that it will be necessary to continue this overtime work for an indefinite period if unacceptable delays in the processing of requests are to be avoided.

3. It is requested, therefore, that the authority granted in references be extended indefinitely with the understanding this approval will be reviewed periodically and the authority will be terminated as soon as the FOIA workload permits.

Robert A. Gambino
Director of Security

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REFERENCE COPY

RETURN TO GS REGISTRY

SUBJECT: Office of Security Freedom of Information
Act (FOIA) Task Force

CONCURRENCE:

JS/
John N. McMahon
Acting Deputy Director
for
Administration

11 Aug 75
Date

The request in paragraph 3 is approved:

JS/
F. W. M. Janney
Director of Personnel

13 Aug 75
Date

Distribution:

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1-08 Registry

OS/A&TD/[]:nh
8 Aug 1975

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